



# Arizona State Retirement System

3300 North Central Avenue, Phoenix, AZ 85012

[WWW.AZASRS.GOV](http://WWW.AZASRS.GOV)

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## **New Member Online Enrollment**

### **Action Required!**

Welcome to the Arizona State Retirement System!

As a new member, your employer will begin to deduct the required contributions from your paycheck and remit those funds to the ASRS.

To ensure proper accounting and to give you access to your account data, you are required to complete your enrollment with the ASRS via our quick and easy online process.

Your employer should provide you with details on completing the Online Enrollment process. You will need your employer's unique Region Code.

If you have questions about this important process or need assistance, contact your human resources department.

Upon completion of Online Enrollment you can:

- ✓ Access your ASRS retirement account information 24/7
- ✓ Add beneficiaries to your account, ensuring your benefit is passed on to whom you want
- ✓ Change or update your address, phone number and email address, ensuring we'll be able to keep you informed about your retirement benefits
- ✓ See your projected retirement dates, and estimates of your future pension benefits
- ✓ Receive electronic communications from the ASRS, including our quarterly E-Newsletter

Failure to complete the Online Enrollment will result in:

- x Preventing you access to your account information
- x Preventing you from adding beneficiaries to your account, complicating payment of benefits to your survivors
- x Delaying future distribution of your money to you or your survivors
- x Not receiving important communications from the ASRS about your benefits